FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00152116-A **Type of Permit:** FILMING **Release Date:** 05/21/2019

Production Company SOULPANCAKE PRODUCTIONS

Insured Company Name SOULPANCAKE PRODUCTIONS
Contact Phone No. 1 213-923-6523
Contact Phone No. 2 310-770-9787
Fax
Address 331 FOOTHILL RD, 3RD FL
BEVERLY HILLS, California 90210

Production Title INSIDE INTIMACY

Type of Production TV Webisode/Mobisode/Podcast

Producer Tiffany Hutson

Director Rose Surnow

1st AD Tiffany Hutson

Production Manager Tiffany Hutson

FilmL.A. Coordinator Naomi Kajiyama

Location Manager Tiffany Hutson
Primary Phone Office - 424-522-1542
Secondary Phone Mobile - 602-502-1445

Location Assistant Hashem Selph
Primary Phone Office - 424-229-1863
Secondary Phone

Fees

Notification Charge	$170.00
LA CITY DEPT OF REC AND PARKS - FILM USE FEE	$900.00
LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$836.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$152.00
SANTA MONICA BEACH FILM LOCATION FEE	$1,269.59

Total Permit Fee $3,327.59

Number of Locations 4

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Summary Information — Location

Permit Number	F00152116-A	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Office - 424-522-1542
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	Mobile - 602-502-1445
Production Title	INSIDE INTIMACY		

Location Address 2000 N Fuller Ave, Los Angeles, CA, 90046

Location Name RUNYON CANYON PARK

Location Type Park

Film Dates 5/22/2019 - 5/22/2019 08:30 - 19:30 1 day

Open or Closed to the Public Open

Generic Conditions *LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic

Please see attached document Soulpancake.Inside.152116.RUNYON.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	5

Personnel on Location

Type	Quantity
Cast	1
Crew	5
Rec & Park Monitor required	1
Spot Check	1

Filming Activities Equipment on property; Exterior Dialogue; Exterior establishing shots; Handheld equipment; MAY ONLY USE A MAXIMUM OF 5 SPACES AT MULHOLLAND LOT; 6 talent/crew; 5 cars;

Jurisdiction **Political:** Los Angeles City - Council District 04 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Summary Information — Location

Permit Number	F00152116-A	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Office - 424-522-1542
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	Mobile - 602-502-1445
Production Title	INSIDE INTIMACY		

Thomas Guide **Page:** 593 **Grid:** C4

Approvals	LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Raul Mayen
	LOS ANGELES CITY POLICE DEPARTMENT	Irene Martinez

Coordinator Note No generator or smoking allowed

Coordinator Note 1 park monitor required plus 2 hrs admin fees

Coordinator Note Rider A (no charge) obtains park approval; releases location; collects park and notification fees

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

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Summary Information — Location

Permit Number	F00152116-A	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Office - 424-522-1542
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	Mobile - 602-502-1445
Production Title	INSIDE INTIMACY		

Location Address SANTA MONICA BEACH (EXCLUDING PIER), SANTA MONICA, CA, 90401

Location Name SANTA MONICA BEACH

Location Type Beach

Location Description WHEN HAVING WATER ACTIVITY OR REQUESTING USE OF LIFEGUARD TOWERS
* PRODUCTION NEEDS TO CONTACT THE LEAD SANTA MONICA LIFEGUARD CAPTAIN 2 DAYS IN ADVANCE AT 310-394-3261 TO DISCUSS THEIR ACTIVITY.

*****SANTA MONICA BEACH SUMMER RESTRICTIONS: MEMORIAL DAY WEEKEND - LABOR DAY WEEKEND*****
*No filming at the beach on weekends - still and motion
*The bike path cannot be used for filming from Memorial Day weekend through Labor Day weekend.
*Filming on Ocean Front Walk will be permitted on a case-by-case basis, discuss with Wendy prior to sending permit.
*Filming is not allowed on beaches or beach parking lots on Memorial Day, July 4th or Labor Day weekends.

No posting of production/directional signs allowed on public property.

Lifeguard fees are not collected by FilmL.A. These fees are charged directly by Dept. of Beaches & Harbors for services rendered. Companies must provide a valid billing address for this purpose.

Film Dates 5/23/2019 - 5/23/2019 08:30 - 19:30 1 day

Open or Closed to the Public Open

Generic Conditions
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic

Please see attached documents
NO SIGNAGE IN SANTA MONICA.pdf
Guidelines for Use of Parking Lots in the City of Santa Monica.pdf

NOT A PERMIT

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6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
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Summary Information — Location

Permit Number	F00152116-A	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Office - 424-522-1542
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	Mobile - 602-502-1445
Production Title	INSIDE INTIMACY		

Equipment on Location

Type	Quantity
Cast/Crew vehicles	5

Personnel on Location

Type	Quantity
Cast	1
Crew	5

Filming Activities Equipment on sand; Exterior Dialogue; Exterior establishing shots; Handheld equipment; Towers 4-13;

Jurisdiction **Political:** City of Santa Monica **Police:** Santa Monica Police Department **Fire:** Santa Monica Fire Department

Thomas Guide **Page:** 671 **Grid:** E3

Approvals

SANTA MONICA - PARKING OFFICE	Helen Loy
SANTA MONICA - PUBLIC WORKS DEPARTMENT	Kathy Ruff
SANTA MONICA POLICE DEPARTMENT	Cody Green
SANTA MONICA/COMMUNITY AND CULTURAL SERVICES - ALL CITY PARKS/STATE BEACH AND BEACH PARKING LOTS	Wendy Pietrzak

Coordinator Note
No water activity
No generator or cabling allowed

Coordinator Note Rider A (no charge) releases location; collects beach fee (Santa Monica application fee collected on original permit)

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
PARK AND PAY ONLY at Lot 1 North on 5/23/19
NO BASECAMPS, RESERVED PARKING, OR NON-PARKING ACTIVITY IS PERMITTED
PRODUCTION IS PROHIBITED FROM PARKING AT BEACH LOTS 1, 2, OR 3 SOUTH (LOCATED ON APPIAN WAY) AND SHORT TERM IN LOTS 4 AND 5 SOUTH
Oversize vehicles can only park at Beach Lots 1 North, 3 North, and 4 South
Motorhomes cannot open up or set up chairs, wardrobe, etc.

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Summary Information — Location

Permit Number	F00152116-A	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Office - 424-522-1542
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	Mobile - 602-502-1445
Production Title	INSIDE INTIMACY		

Location Address 1850 W Silver Lake Dr, Los Angeles, CA 90026

Location Name SILVER LAKE RECREATION CENTER

Location Type Park

Film Dates 5/24/2019 - 5/24/2019 08:30 - 19:30 1 day

Open or Closed to the Public Open

Generic Conditions Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic

Please see attached document Soulpancake.Inside.152116.SILVER.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	5

Personnel on Location

Type	Quantity
Cast	1
Crew	5
Rec & Park Monitor required	1

Filming Activities Equipment on property; Equipment on sidewalk only.; Exterior Dialogue; Exterior establishing shots; Handheld equipment;

Jurisdiction **Political:** Los Angeles City - Council District 13 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 594 **Grid:** D5

Approvals

LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Raul Mayen
LOS ANGELES CITY POLICE DEPARTMENT	Irene Martinez

NOT A PERMIT

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information — Location

Permit Number	F00152116-A	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Office - 424-522-1542
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	Mobile - 602-502-1445
Production Title	INSIDE INTIMACY		

Coordinator Note 1 park monitor required plus 2 hrs admin fees

Coordinator Note Rider A (no charge) obtains park approval; releases location; collects park fees

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

NOT A PERMIT

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Summary Information — Location

Permit Number	F00152116-A	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Office - 424-522-1542
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	Mobile - 602-502-1445
Production Title	INSIDE INTIMACY		

Location Address Ocean Front Walk, Marguerita Ave- Arizona Ave , Santa Monica, CA, 90402

Location Type Park

Film Dates 5/23/2019 - 5/23/2019 08:30 - 19:30 1 day

Open or Closed to the Public Open

Generic Conditions
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic

Please see attached documents
DTSM Filming Guidelines 2013.pdf
NO SIGNAGE IN SANTA MONICA.pdf
Guidelines for Use of Parking Lots in the City of Santa Monica.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	5

Personnel on Location

Type	Quantity
Cast	1
Crew	5

Filming Activities Equipment on property; Equipment on sand; Exterior Dialogue; Exterior establishing shots; Handheld equipment;

Jurisdiction **Political:** City of Santa Monica **Police:** Santa Monica Police Department **Fire:** Santa Monica Fire Department

Approvals

SANTA MONICA - PUBLIC WORKS DEPARTMENT	Kathy Ruff
SANTA MONICA POLICE DEPARTMENT	Cody Green
SANTA MONICA/COMMUNITY AND CULTURAL SERVICES - ALL CITY PARKS/STATE BEACH AND BEACH PARKING LOTS	Wendy Pietrzak

Coordinator Note
No water activity
No generator or cabling allowed

Coordinator Note Rider A (no charge) obtains Santa Monica approvals; releases location

NOT A PERMIT

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Summary Information — Location

Permit Number	F00152116-A	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Office - 424-522-1542
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	Mobile - 602-502-1445
Production Title	INSIDE INTIMACY		

Parking

Base Camp
Location Type : 810 Pacific Coast Hwy, Santa Monica, CA, 90403
Other Location

Crew Parking
Location Type : 810 Pacific Coast Hwy, Santa Monica, CA, 90403
Other Location

NOT A PERMIT

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

RUNYON CANYON-FULLER SIDE

- **Ok to film at Runyon Canyon Fuller Side on 05/20/19.**
- **Permissible to have 2 cameras, diffusion, sound mixer and miscellaneous sound equipment.**
- **Permissible to park 2 crew vehicles on one side of the road.**
- **Permissible to film on Inspiration Point Overlook.**
- **Permissible to film a walking, hiking, and talking into camera scene on the trails.**
- **Permissible to have handheld cameras, handheld monitors, a drone, and hand-operated wagons for pulling batteries and other small accessories.**
- **Ok to have gators to transport equipment to site.**
- **Must be aware that horses are also on the trials and must give them right away as to not spook them.**
- **Vehicles may not block the asphalt road at any time.**
- **Vehicles are not allowed on dirt trails.**
- **The company's activities must give the "right of way" to excessive traffic of park patrons.**
- **Company may block or park in front of the main entrance gate.**
- **Preparing, staging or actual filming will be stopped by Park Management if unexpected weather conditions in combination with the company's activities causes damage to the area.**
- **Companies are responsible for cleanup of the entire area they have occupied.**
- **Any alterations to the landscape must be completely repaired before the company departs the location.**
- **Any damage to the landscape or irrigation system will be considered subject for mitigation procedures, which could result in monetary reimbursement or restoration work.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.

NOT A PERMIT

- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- **No simulated sex allowed on Park property.**
- **No nudity allowed on Park property.**
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

NOT A PERMIT

F-152116

SOULPANCAKE PRODUCTIONS-INSIDE INTIMACY

(RUNYON CANYON PARK)

City of Santa Monica
Transportation Engineering & Management Division
Post Office Box 2200, Santa Monica, California 90407-2200

NOTICE

To: Applicants for Film Permits in the City of Santa Monica

From: Transportation Engineering & Management Division

Subjects: Directional and Other Signs

Use of Temporary No Parking Signs

Please be advised that the posting of advertising, directional or other types of signs in, or visible from, public rights-of-way is prohibited by Chapter 9.52 of the Santa Monica Municipal Code. Any such signs will be removed and destroyed by City forces. And, you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

Temporary No Parking signs are available to facilitate your filming activities from the Public Works Permit Counter. You are responsible for the installation and removal of such signs. You will be provided with a sheet of instructions when you pick up the signs. Temporary No Parking signs must be removed immediately after your film shoot is completed. Any Temporary No Parking signs not promptly removed will be removed by City forces. And you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

In order to avoid such problems, we respectfully request your voluntary compliance.

Should you have questions, please contact the Transportation Engineering & Management Division at (310) 458-8291 or traffic.engineering@smgov.net.

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CONDITIONS FOR USE OF PARKING LOTS FOR FILMINGS, PHOTOSHOOTS, AND BASECAMPS IN THE CITY OF SANTA MONICA

****These conditions only apply to production companies approved to use City-owned lots and do not imply permission to use any City lot****

1. Available Lots:
    a. The ONLY lots available for rental are Beach Lots 4 and 5 South, and Beach Lots 1 North through 8 North. There are no exceptions. Requested parking lot(s) must be clearly stated in the base camp/crew parking portion of your Film LA. permit. Applying for a Film L.A permit does not guarantee use of the parking lots. The City of Santa Monica Parking Department has final authorization regarding use of the parking lots. A parking application must be submitted to the Parking Department in addition to the submittal of the Film L.A permit.

2. Space Availability:
    a. The amount of spaces available for purchase can vary depending on the time of year. As a starting point, no production company may rent out more than half the available spaces of any lot. During certain times of the year (i.e. spring break, summer, any other special events, etc.), additional restrictions will apply regarding space availability, if any.

3. Restrictions:
    a. The production company can only use the spaces that have been purchased and reserved for them.
    b. Parking must be finalized no later than 72 business hours before the production date. There will be no adding of spaces after that time or on the day of filming.
    c. The RESERVED area will be set up the night before by the parking operator, usually at 10pm. There is no guarantee that there will be not be any vehicles already parked in the RESERVED area by the shoot date. It is the production company's responsibility to ensure no other vehicles park in the RESERVED area upon possession of the space. The City merely sells the spaces and sections it off.
    d. At no time can the production company extend the basecamp or deny transient parkers access to the parking lot.

4. Basecamps/Reserved Parking:
    a. Production companies must park all vehicles and materials/equipment within their RESERVED event space. Any vehicles parked outside the event space will need to show proof of payment of the Daily parking rate for that individual vehicle or become subject to citation.

NOT A PERMIT

b. Depending on the size and location of the RESERVED area, production companies may be required to pay for any parking spaces used to divert traffic around the RESERVED area. This is to prevent traffic from driving through the RESERVED area and to keep the traffic flowing smoothly within the lot. These spaces are also procured at the RESERVED rate of 3x the Daily rate.

5. Unreserved Parking:
    a. Production companies may purchase UNRESERVED parking for vehicles they wish to park outside their event space. The UNRESERVED parking is the Daily rate of the lot for that specific date and will allow the parker to stay past sunset.
    b. UNRESERVED parking is for the parking of vehicles ONLY. The production company may not use UNRESERVED parking for setting up any basecamp activities such as tents, chairs, wardrobe, generators, storing of materials, etc.
    c. The purchase of UNRESERVED permits requires the production company to pick up the permits from the City parking office, however, payment is still made directly to Film LA.
    d. The UNRESERVED parking permit must be displayed in the vehicle upon entering the lot and must be displayed in the vehicle at all times. Failure to display the permit is subject to citation. UNRESERVED parking is on a first-come, first-serve basis and does not guarantee a parking space in the lot.

6. Pay-Upon-Entry:
    a. Production companies also have the option to Pay-upon-entry at any City facility. This is only for productions that do not need any basecamp or RESERVED parking.
    b. Paying-upon-entry is for productions that wish to have all their vehicles pay at the cashier booth or pay machine upon entering the lot on the day of production.
    c. Production companies are prohibited from purchasing extra spaces to set up any basecamp activity. Paying-upon-entry is simply parking a vehicle and then leaving the lot.
    d. Production companies may inquire with the City of Santa Monica to confirm which City facilities are available for Pay-upon-entry.

7. Cancellation Policy:
    a. Cancellations for RESERVED parking and UNRESERVED parking must be made more than 48 business hours of production date. Cancellations made within this time period will be honored at no cost to the production company.
    b. Cancellations for RESERVED parking and UNRESERVED parking made within 48 business hours will not be honored. NO refunds will be given.
    c. Cancellations for Pay-upon-entry requires no notification as no parking fees are associated with the Film LA permit.

NOT A PERMIT

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

NOT A PERMIT

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

SILVER LAKE PARK

- **Ok to FILM at Silver Lake Dog Park & Silver Lake Meadows on 05/24/19 (see plot map).**
- **Permissible to have two cameras, diffusion, sound mixer and miscellaneous sound equipment.**
- **Company was not approved to park on site.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- **Pyrotechnics, explosions, stunts and special effects may be considered on a case-by-case basis for exterior use only and requires approval by LAFD and the Park Film Office. Any special effects that may cause damage to the interior/exterior of cave integrity are not permitted.**
- **Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.**
- **Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.**
- **No simulated sex allowed on Park property.**
- **No nudity allowed on Park property.**
- **Film permits do not provide exclusive use of a park or recreation area.**
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is

permitted to stay overnight must be guarded by the permitted company's security group.

- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking: No Smoking unless in designated area
- No smoking on trails.
- Fire extinguisher required for generators on site.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

NOT A PERMIT

F-152116

SOULPANCAKE PRODUCTIONS – INSIDE INTIMACY

(SILVER LAKE PARK)

Updated July 2013

DOWNTOWN SANTA MONICA FILMING GUIDELINES

- A **City of Santa Monica permit through FilmL.A** is required. Please go to www.filmla.com and apply for the permit through the Online Permit System (OPS) or for more information, please call FilmL.A. at 213-977-8600 and ask for Production Planning.

- **An Application Fee, Site Fee, and Certificate of Insurance** is also required.

- Normal permitted filming hours are from 8:00 a.m. to 10:00 p.m. Filming activity before 8:00 a.m. or after 10:00 p.m. requires a written approval from 90% of residents and businesses located with 250-foot radius of filming location.

- No filming is allowed on Wednesdays due to Farmers' Market or on Saturdays and Sundays due to the high volume of shopping traffic. However, low-impact, small productions – man-on-the-street interviews and still photo shoots will be considered on a case-by-case basis.

- A filming fee is required pursuant to Downtown Santa Monica, Inc **Filming Fee Schedule**. A location fee is applicable for **each day** of filming including preparation and strike days.

- No parking of equipment in alleys will be allowed. Parking of generators in alleys will be considered on a case-by-case basis and must be approved by the City of Santa Monica.

- No District pedestrians or vehicle traffic are to be unreasonably inconvenienced, and no merchant, pavilion tenant or cart vendor is to be disturbed by the filming or prep time, without prior notification to the merchant or tenant and Downtown Santa Monica, Inc.

- Street meters require the signature of the merchant adjacent to the space.

- On the Third Street Promenade, there must always be an unobstructed 12' fire lane.

NOT A PERMIT

City of Santa Monica
Transportation Engineering & Management Division
Post Office Box 2200, Santa Monica, California 90407-2200

NOTICE

To: Applicants for Film Permits in the City of Santa Monica

From: Transportation Engineering & Management Division

Subjects: Directional and Other Signs

Use of Temporary No Parking Signs

Please be advised that the posting of advertising, directional or other types of signs in, or visible from, public rights-of-way is prohibited by Chapter 9.52 of the Santa Monica Municipal Code. Any such signs will be removed and destroyed by City forces. And, you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

Temporary No Parking signs are available to facilitate your filming activities from the Public Works Permit Counter. You are responsible for the installation and removal of such signs. You will be provided with a sheet of instructions when you pick up the signs. Temporary No Parking signs must be removed immediately after your film shoot is completed. Any Temporary No Parking signs not promptly removed will be removed by City forces. And you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

In order to avoid such problems, we respectfully request your voluntary compliance.

Should you have questions, please contact the Transportation Engineering & Management Division at (310) 458-8291 or traffic.engineering@smgov.net.

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CONDITIONS FOR USE OF PARKING LOTS FOR FILMINGS, PHOTOSHOOTS, AND BASECAMPS IN THE CITY OF SANTA MONICA

****These conditions only apply to production companies approved to use City-owned lots and do not imply permission to use any City lot****

1. Available Lots:
    a. The ONLY lots available for rental are Beach Lots 4 and 5 South, and Beach Lots 1 North through 8 North. There are no exceptions. Requested parking lot(s) must be clearly stated in the base camp/crew parking portion of your Film LA. permit. Applying for a Film L.A permit does not guarantee use of the parking lots. The City of Santa Monica Parking Department has final authorization regarding use of the parking lots. A parking application must be submitted to the Parking Department in addition to the submittal of the Film L.A permit.

2. Space Availability:
    a. The amount of spaces available for purchase can vary depending on the time of year. As a starting point, no production company may rent out more than half the available spaces of any lot. During certain times of the year (i.e. spring break, summer, any other special events, etc.), additional restrictions will apply regarding space availability, if any.

3. Restrictions:
    a. The production company can only use the spaces that have been purchased and reserved for them.
    b. Parking must be finalized no later than 72 business hours before the production date. There will be no adding of spaces after that time or on the day of filming.
    c. The RESERVED area will be set up the night before by the parking operator, usually at 10pm. There is no guarantee that there will be not be any vehicles already parked in the RESERVED area by the shoot date. It is the production company's responsibility to ensure no other vehicles park in the RESERVED area upon possession of the space. The City merely sells the spaces and sections it off.
    d. At no time can the production company extend the basecamp or deny transient parkers access to the parking lot.

4. Basecamps/Reserved Parking:
    a. Production companies must park all vehicles and materials/equipment within their RESERVED event space. Any vehicles parked outside the event space will need to show proof of payment of the Daily parking rate for that individual vehicle or become subject to citation.

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b. Depending on the size and location of the RESERVED area, production companies may be required to pay for any parking spaces used to divert traffic around the RESERVED area. This is to prevent traffic from driving through the RESERVED area and to keep the traffic flowing smoothly within the lot. These spaces are also procured at the RESERVED rate of 3x the Daily rate.

5. Unreserved Parking:
    a. Production companies may purchase UNRESERVED parking for vehicles they wish to park outside their event space. The UNRESERVED parking is the Daily rate of the lot for that specific date and will allow the parker to stay past sunset.
    b. UNRESERVED parking is for the parking of vehicles ONLY. The production company may not use UNRESERVED parking for setting up any basecamp activities such as tents, chairs, wardrobe, generators, storing of materials, etc.
    c. The purchase of UNRESERVED permits requires the production company to pick up the permits from the City parking office, however, payment is still made directly to Film LA.
    d. The UNRESERVED parking permit must be displayed in the vehicle upon entering the lot and must be displayed in the vehicle at all times. Failure to display the permit is subject to citation. UNRESERVED parking is on a first-come, first-serve basis and does not guarantee a parking space in the lot.

6. Pay-Upon-Entry:
    a. Production companies also have the option to Pay-upon-entry at any City facility. This is only for productions that do not need any basecamp or RESERVED parking.
    b. Paying-upon-entry is for productions that wish to have all their vehicles pay at the cashier booth or pay machine upon entering the lot on the day of production.
    c. Production companies are prohibited from purchasing extra spaces to set up any basecamp activity. Paying-upon-entry is simply parking a vehicle and then leaving the lot.
    d. Production companies may inquire with the City of Santa Monica to confirm which City facilities are available for Pay-upon-entry.

7. Cancellation Policy:
    a. Cancellations for RESERVED parking and UNRESERVED parking must be made more than 48 business hours of production date. Cancellations made within this time period will be honored at no cost to the production company.
    b. Cancellations for RESERVED parking and UNRESERVED parking made within 48 business hours will not be honored. NO refunds will be given.
    c. Cancellations for Pay-upon-entry requires no notification as no parking fees are associated with the Film LA permit.

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